

ID. Date of interview
date 19/12/19

ID. Time interview started
start 14:16:05

ID.end Completion date of interview
Date 19/12/19

ID.end Time interview ended
14:29:07

ID. Duration of interview
time 13.03

Start of new case

Q1 Does the draft guidance cover the relevant issues about the right of access?

☐ Yes

☐ No

☒ Unsure / don't know

If no or unsure/don't know, what other issues would you like to be covered in it?

A simple visual guide to determine if the request is a actual SAR request. Visual flow chart of best practice process. Key points to look out for and warnings, restrictions, timelines.

Q2 Does the draft guidance contain the right level of detail?

☐ Yes

☐ No

☒ Unsure / don't know

If no or unsure/don't know, in what areas should there be more detail within the draft guidance?

More visuals, too wordy. Off-putting due to length.

Q3 Does the draft guidance contain enough examples?

☐ Yes

☐ No

☒ Unsure / don't know

If no or unsure/don't know, please provide any examples that think should be included in the draft guidance.

Enough examples but need to be more engaging.

Q4 We have found that data protection professionals often struggle with applying and defining 'manifestly unfounded or excessive' subject access requests. We would like to include a wide range of examples from a variety of sectors to help you. Please provide some examples of manifestly unfounded and excessive requests below (if applicable).

None

Q5 On a scale of 1-5 how useful is the draft guidance?

1 - Not at all useful	2 – Slightly useful	3 – Moderately useful	4 – Very useful	5 – Extremely useful
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q6 Why have you given this score?

Too wordy, most people don't have time to read the whole document. It's not helpful for visual or kinesthetic learners.

Q7 To what extent do you agree that the draft guidance is clear and easy to understand?

Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q8 Please provide any further comments or suggestions you may have about the draft guidance.

A additional quick guide/checklist/flow chart to refer to. Can check detailed guidance if needed.

Q9 Are you answering as:

- ☐ An individual acting in a private capacity (eg someone providing their views as a member of the public)
- ☐ An individual acting in a professional capacity
- ☒ On behalf of an organisation
- ☐ Other

Please specify the name of your organisation:

south somerset district council

What sector are you from:

public

Q10 How did you find out about this survey?

- ☐ ICO Twitter account
- ☐ ICO Facebook account
- ☐ ICO LinkedIn account
- ☐ ICO website
- ☐ ICO newsletter
- ☐ ICO staff member
- ☐ Colleague
- ☐ Personal/work Twitter account
- ☐ Personal/work Facebook account
- ☐ Personal/work LinkedIn account
- ☐ Other

If other please specify: